



## **Application Ranking Guide – State-Local Partnership**

This document is intended to act as a guide to assist applicants in composing successful applications to the **State-Local Partnership** grant program.

A peer panel reviews all applications and work samples in a multi-step process that involves assigning numerical ranks to each application. The 6-point ranking system below is utilized and panelists' ranks are averaged to obtain the final score.

For each of the following rankings, the description refers to the contents of the application submitted, including work samples and attachments.

<b>6</b>	<b>Exemplary</b>	Meets all of the review criteria to the highest degree possible
<b>5</b>	<b>Strong</b>	Meets all of the review criteria in a significant manner
<b>4</b>	<b>Good</b>	Meets the review criteria to some extent; however, areas of the application need improvement, development or clarification
<b>3</b>	<b>Marginal</b>	Does not meet the majority of the review criteria in a significant manner
<b>2</b>	<b>Weak</b>	Significant inadequacies in addressing review criteria
<b>1</b>	<b>Ineligible</b>	Inappropriate for CAC support. Incomplete applications, applications with significant ineligible expenses, and proposals that do not meet program requirements are deemed ineligible.

Below, the qualities of exemplary applications (Ranked 6) in the **State-Local Partnership** program are outlined, and the areas of the application in which those criteria will be assessed are identified.

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**Review Criteria #1: *Local Arts Networking*:** Degree to which the organization serves as a resource for individual artists, arts organizations, businesses, government and the diverse communities of their county.

### **Qualities of Exemplary Applications:**

- Organizational activities and programs are clearly articulated, are well developed, and demonstrate how they meet the goals and objectives of the SLP program.
- Application evidences active, effective, and relevant partnerships and collaborations.
- Degree to which organizational activities and programs encourage cultural development and preservation of California's diverse communities.

### **Areas of Assessment:**

- Proposal Narrative
  - Overview of Programs and Services
  - Cultural Planning Activities
  - Letter of Support or Testimonial
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**Review Criteria #2: Community Engagement:** Strength of county-wide reach in programs and services; Programs, services or activities are demonstrated to include and respond to community needs; Evidence of the creation, presentation, and/or preservation of the arts of all cultures.

**Qualities of Exemplary Applications:**

- Applicant clearly articulates efforts for reaching the entirety of the county, and for continuously improving and/or expanding the reach of services throughout the county.
- Applicant clearly articulates plans for including diverse cultures of the County.

**Areas of Assessment:**

- Organizational Profile
  - Proposal Narrative
  - Outreach Planning Activities
  - Grantee List (if applicable)
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**Review Criteria #3: Access and Equity:** Degree to which the organization maintains fair practices for providing county-wide access to and inclusion in programs, services or resources throughout the county.

**Qualities of Exemplary Applications:**

- Degree to which organizational programs, services or activities are demonstrated to be open and accessible to all communities of the county.
- Applicant clearly articulates a plan for reflecting the diversity of the county in organizational representation and program participation.
- Organization demonstrates efforts to foster and promote diverse cultural and ethnic art forms and activities.

**Areas of Assessment:**

- Organizational Profile
  - Proposal Narrative
  - Overview of Programs and Services
  - Key Staff Biographies
  - Governing Body List
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**Review Criteria #3: Fiscal Leadership and Management:** Strategies exist to strengthen organizational capacity; Organization is able to demonstrate a diversity of income from both public and private sources; appropriate levels of staff compensation with strong leadership; effective governance policies and structure; an active relationship with local government; a governing body that is diverse in backgrounds and evidences county-wide representation; and, ongoing strategic planning and implementation.

**Qualities of Exemplary Applications:**

- Application includes evidence of qualified administrative personnel and organizational structure necessary to implement proposed activities, programs, and services.
- Organization demonstrates overall fiscal health.
- Staff and board membership are diverse and representative of the entirety of the county.

- Organization demonstrates clear short and long range strategic planning for inclusion and equity in the arts for all communities, as well as cultural development.

**Areas of Assessment:**

- Proposal Narrative
  - DataArts Profile and Budget Notes
  - Strategic Plan
  - Cultural Plan, if applicable
  - Key Staff Biographies
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